



MU/RO/OOA/2022-23/26(1)

Dated: 16 Jul 2022

To,  
Mr. Jitendra Yadav,  
S/o Mr. B.S. Yadav  
3-A, Soot Mill, Banna Devi,  
G.T. Road, Aligarh

**Order of Appointment**

Dear Mr. Yadav,

With reference to the discussion held at the University, we are pleased to offer you the post of Deputy Registrar at Directorate of Distance and Online Education of the University w.e.f. 16 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 38,000/- per month in pay band of Rs. 15,600-39100 with grade pay of Rs. 7600/-. You will be provided free accommodation at University campus. Electricity and water charges, taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



- (xii) This appointment is subject to the following conditions:
- (a) You shall submit all the original certificates for verification and the copies of following:
    - (i) All original testimonials including experience certificates etc. for verification only.
    - (ii) Attested photocopies of all testimonials.
    - (iii) Four Photograph passport size.
    - (iv) Medical Fitness Certificate from C.M.O.
    - (v) Blood Group Certificate.
    - (vi) Address and Identity Proof.
    - (vii) Photocopy of PAN Card and Aadhar Card.
    - (viii) List of Family members and / or dependents.
    - (ix) Caste Certificate for SC/ST/OBC
  - (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
  - (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File

  
Registrar

**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Dy. Registrar

Respected Sir,

With reference to your letter no. HO/RO/ODA/22-23/26(U) dated 16.07.2022 I, Titendra Yadav, am joining as Dy. Registrar in the Department of Directorate of Distance and Online the Institute of DDOE w.e.f. 16-07-2022

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.


Kindly allow me to join the services.

Thanking you,

Name:- Titendra Yadav

Signature:- Titendra

Date:- 16-07-2022

  
Registrar





MU/RO/OOA/2022-23/17612

Dated: 09 Jul 2022

To,  
Dr. Soni Singh,  
D/o Mr. Viresh Kumar Singh,  
6/7 Basant vihar colony,  
Fatah chungi,  
Aligarh

**Order of Appointment**

Dear Dr. Singh,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant Registrar at Directorate of Distance and Online Education of the University w.e.f. 09 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 28,000/- per month in pay band of Rs. 15,600-39100 with grade pay of Rs.5400/-. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



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- (a) You shall submit all the original certificates for verification and the copies of following:
  - (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer  
Personal File

# MANGALAYATAN UNIVERSITY

## JOINING REPORT

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Assistant Registrar.....

Respected Sir,

With reference to your letter no. M.V.I.R.O/00A/2022-23/17(I) dated 09 Jul 2022 I, Dr. Soni Singh, am joining as Assistant Registrar in the Department of ..... at the Institute of Directorate of Distance and online education e.f. 9<sup>th</sup> July, 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Dr. Soni Singh.....

Signature: [Signature].....

Date:- 09/07/2022.....

[Signature]  
Registrar





MU/RO/OOA/2022-23/196(ii)

Dated: 12 Jul 2022

To,  
Mr. Nand Kishore Verma,  
S/o Mr. P.C. Nirala,  
VILL+ POST, - Beswan  
Aligarh

**Order of Appointment**

Dear Mr. Verma,

With reference to the discussion held at the University, we are pleased to offer you the post of Section Officer at Directorate of Distance and Online Education of the University w.e.f. 12 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 22,000/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.




(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
  - (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File



Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Section Officer.....

Respected Sir,

With reference to your letter no. MU/RO/00A/2022-23/19(11) dated 12. Jul 2022, I, Nand Kishore Verma, am joining as Section Officer... in the Department of ..... at the Institute of Directorate of Distance & Online Education w.e.f. 12. July 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Nand Kishore Verma

Signature:- [Signature]

Date:- 12-July-2022

[Signature]  
Registrar





MU/RO/OOA/2022-23/18(cii)

Dated: 11 Jul 2022

To,  
Mr. Manoj Kumar,  
S/o Mr. Seth,  
Devetray Hospital  
Ramghat Road,  
Aligarh

**Order of Appointment**

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 11 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 14,000/- per month. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
  - (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File

  
Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Assistant.....

Respected Sir,

With reference to your letter no. MU/RO/ODA/2022-23/18(II) dated 11.07.2022..... I, MANOJ KUMAR....., am joining as Assistant..... in the Department of ..... at the Institute of Directorate of Distance and w.e.f. 11-07-2022..... online Education

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- MANOJ KUMAR

Signature:- Manoj.....

Date:- 11-07-2022

  
Registrar





MU/RO/OOA/2022-23/27(1)

Dated: 18 Jul 2022

To,  
Mr. Ashok Kumar Gupta,  
S/o Mr Shyam Sunder Gupta,  
H.NO. 1/88 CA, Street No.. 4,  
Sanjay Gandhi Colony,  
Ravan Teela,  
Aligarh - 202001

**Order of Appointment**

Dear Mr. Gupta,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 18 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations, as amended from time to time.
- (ii) You will be on a gross salary of Rs. 14,500/- per month. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
  - (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
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We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File



Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Assistant

Respected Sir,

With reference to your letter no. MU/RO/100A/2022-23/27(1) dated 18. Jul. 2022, I, Ashok Kumar Gupta, am joining as Assistant in the Department of ..... at the Institute of Directorate of Distance and Online Education, w.e.f. 18-7-2022.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ashok Kumar Gupta

Signature:- 

Date:- 18-7-2022

  
Registrar





MU/RO/OOA/2022-23/40(C1)

Dated: 25 Jul 2022

To,  
Mr. Nitin Kumar Sharma,  
S/o Mr. Ramveer Sharma,  
153, Nagla Mishriya,  
Chandfari, Mathura Road,  
Hastpur, Aligarh

**Order of Appointment**

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 25 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

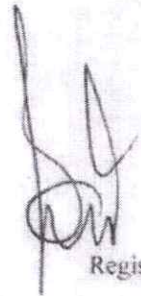
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Hastpur by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
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- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
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- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



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  - (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
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  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
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We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer  
Personal File



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as ..... Assistant .....

Respected Sir,

With reference to your letter no. MU/RO/52A/22-23/40 (ii), dated 25 Jul 2022, I, Nitin Kumar Sharma am joining as Assistant in the Department of ..... at the Institute of DD Directorate of Distance e.f. 25 July - 2022 & Online Education

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Nitin Kumar Sharma

Signature:- [Signature]

Date:- 25 July - 2022

[Signature]  
Registrar





MU/RO/OOA/2022-23/25(i)

Dated: 15 Jul 2022

To,  
Mr. Deepak Babu Sharma,  
S/o Late Mr. Om Prakash Sharma,  
H.No.-935, Jarnuna Bagh Road,  
Mata Gali, Sadar Bazar,  
Near Lal School,  
Mathura

**Order of Appointment**

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator at Directorate of Distance and Online Education of the University w.e.f. 15 July 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Mathura by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

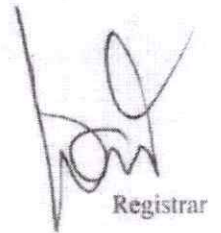


(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File



Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Computer operator

Respected Sir,

With reference to your letter no. MU/RO/ROA/2022-23/25(11) dated 15.7.2022.... I, Deepak Babu Sharma, am joining as Computer operator in the Department of ..... at the Institute of Directorate of Distance & online Education w.e.f. 15 July 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Deepak Babu Sharma

Signature:- [Signature]

Date:- 18 July 2022

[Signature]  
Registrar





MU/RO/OOA/2022-23/38(i)

Dated: 22 Jul 2022

To,  
Mr. Jitendra Mittal,  
S/o Mr Nand Kishor Mittal,  
586, Baba Sant Das ka Teela,  
General Ganj, Mathura

**Order of Appointment**

Dear Mr. Mittal,

With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator at Directorate of Distance and Online Education of the University w.e.f. 22 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Mathura by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer  
Personal File



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Computer Operator

Respected Sir,

With reference to your letter no. MD/RO/00A/2022-23/38(i) dated 22 Jul 2022..... I, Jitendra Mittal..... am joining as Comp. Operator in the Department of ..... at the Institute of Directorate of Distance & Online Education 22/07/2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Jitendra Mittal

Signature:- J. Mittal

Date:- 22/07/22

  
Registrar





Ref. No.: MU/RO/OOA/2022-23/25(ii)

Dated: 15 Jul 2022.

To,  
Mr. Ajab Singh,  
S/o Dharmvir Singh,  
Vill+ Post:- Mohakampur,  
Dist.:- Aligarh

**Order of Appointment**

Dear Mr. Singh,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi Tasking Staff at Directorate of Distance and Online Education of the University w.e.f. 15 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 10,500/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.



(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
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  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein..
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File



Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Multi Task Staff

Respected Sir,

With reference to your letter no. MU/RA/OA/2022-23/25(iii) dated 15 Jul 2022..... I, Ajib Singh..... am joining as Multi Task Staff in the Department of Directorate of Distance Education at the Institute of Education.....w.e.f. 15 July 2022.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ajib Singh.....

Signature:- Singh.....

Date:- 15/07/2022.....

  
Registrar





Ref. No.: MU/RO/OOA/2022-23/25010

Dated: 15 Jul 2022.

To,  
Mr. Ramesh Sharma,  
S/o Mr. Ram Bharose Sharma,  
Vill.- Shyora, Post- Beswan,  
Distt.- Aligarh

**Order of Appointment**

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi Tasking Staff at Directorate of Distance and Online Education of the University w.e.f. 15 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 10,500/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

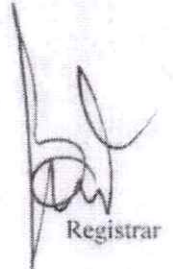


(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
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We welcome you to the Mangalayatan University family.

CC: Finance Officer  
Personal File



Registrar



**MANGALAYATAN UNIVERSITY**  
**JOINING REPORT**

To,  
The Registrar,  
Mangalayatan University,  
Beswan, Aligarh.

Subject: - Joining Report as Multi Tasking Staff

Respected Sir,

With reference to your letter no. MU/RO/00A/2022-23/25 (iv) dated 15. Jul. 2022 I, Ramesh Sharma, am joining as Multi Tasking Staff in the Department of ..... at the Institute of Directorate of Distance and Online Education, w.e.f. 15-07-2022.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ramesh Sharma

Signature:- Ramesh

Date:- 15-07-2022

  
Registrar